



# Navitas data protection policy

## **1. Who is responsible for the data we collect?**

Navitas studentförening, org. nr 802456 – 6245, located at Navitas studentförening c/o Kårallen, Linköpings Universitet, 581 83 Linköping, is responsible for the collected data.

## **2. Which data do we collect?**

The collected data includes first name, surname, email address, field of study, year of study and liu-id.

## **3. What is the data used for?**

Navitas saves this information to keep statistic of the number of members, the distribution among fields of study, and to share information via newsletters.

## **4. How is the data collected?**

The data is primarily collected in connection to registration of membership. In some cases, data is also collected in conjunction with lecture and events, for the reason to keep statistic of the attendance at the event or lecture. Lastly, data is also collected for recruitments.

## **5. For how long is the data stored?**

Data regarding membership is saved for 3 years, and is thereafter removed, unless the member requests an extended membership for three additional years. All other data collected in connection to events, lectures, recruitments are removed as soon as these projects are closed.

## **6. To which other parts are the data shared?**

Navitas do not share the information with any external part.

## **7. How is the data protected?**

The data is stored in a membership register which only the board of directors in Navitas have access to. The information is not shared with any other part.

## **8. Your rights**

You have right to know which information we keep and has therefore the right to ask for a transcript of these. You also have the right to have your information updated or corrected.

## **9. Cookies**

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